

**MANSFIELD DOWNTOWN PARTNERSHIP
BOARD OF DIRECTORS
Thursday, April 2, 2015
Mansfield Town Hall
Town Council Chambers**

4:00 PM

MINUTES

Present: Steve Bacon, Tom Callahan, Brid Grant, Matt Hart, George Jones, Mike Kirk, Philip Lodewick, Paul McCarthy, Betsy Paterson, Shamim Patwa, Steve Rogers, Paul Shapiro, and Bill Simpson

Staff: Cynthia van Zelm, Sarah Delia, Partnership attorney John Zaccaro

Guest: Howard Kaufman, Principal and Managing Member of LeylandAlliance

1. Call to Order

President Philip Lodewick called the meeting to order at 4:02 pm.

2. Opportunity for Public to Comment

There was no public comment.

3. Approval of Minutes of March 5, 2015

Paul Shapiro made a motion to approve the minutes of March 5, 2015. Betsy Paterson seconded the motion. The motion was approved.

Steve Bacon made a motion to go into Executive Session according to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5). Mr. Shapiro seconded the motion. The motion was approved unanimously.

4. Executive Session pursuant to Connecticut General Statutes sections 1-200 (6) (E) and 1-210 (b) (5)

Present: Board members: Mr. Bacon, Mr. Callahan, Ms. Grant, Mr. Hart, Mr. Jones, Mr. Kirk, Mr. Lodewick, Mr. McCarthy, Ms. Paterson, Ms. Patwa, Mr. Rogers, Mr. Shapiro, Mr. Simpson

Also Present: Ms. Delia, Mr. Kaufman, Ms. van Zelm, Mr. Zaccaro

The Committee came out of Executive Session.

Mr. Kaufman left the meeting.

5. Executive Director Report

The UConn representatives to the Board (Mr. Callahan, Mr. Kirk, Mr. Lodewick, and Mr. McCarthy) recused themselves and absented the room for this discussion. Under discussion was a letter from the Downtown Partnership to the Planning and Zoning Commission (PZC). The current draft of the Mansfield Tomorrow: Plan of Conservation and Development recommends that the land use designation for the area where the Mansfield Apartments is located be Compact Residential. The Partnership Board considered a letter that would advocate that this area be given a land use designation of Mixed-Use so the area would have more flexibility to allow a mix of commercial and residential uses.

After discussion, by consensus, the Board authorized Executive Director van Zelm to send a letter to the PZC with a recommendation that the current Mansfield Apartments site be given a Mixed-Use land use designation.

At 5:09 the UConn representatives returned to the room except for Mr. Kirk who left the meeting.

Ms. van Zelm said there will be a public hearing on the Main Street Homes project on April 14 at 7:00 pm in the Town Hall Council Chambers.

She said work on the Town Square is continuing. The engraving recognizing the donation by the Jeffrey P. Ossen Family Foundation for the pavilion has been completed. The sculpture will be installed next Friday. The trellises, pavilion, and light pylons will be installed by approximately the third week of April. There will be a Town Square ribbon cutting event on May 15 at 6 pm (*since changed to May 29*).

Ms. van Zelm noted that The Oaks are 88% leased including the new apartments now being built on Wilbur Cross Way; they should be fully leased by the end of April.

Mr. Hart gave a brief summary of the budget process so far. He submitted the Town Manager's budget to the Town Council on March 30. Storrs Center was a significant factor in revenue for the Town; the value of the Storrs Center revenues increased 75% from 2013-2014. Revaluation values Town wide dropped approximately 8.5% but the commercial portion of revenue increased by 22%. In 2009, 85% of revenue came from residential sources and 15% came from commercial sources. In 2015 residential revenue is 77% and commercial revenue is 23%. The overall Grand List decreased slightly because of the revaluations. The Governor's budget has reduced the amount of state aid. In the Town Manger's budget there is

an increase of expenditures of about 3.3%. However, most homeowners will see a slight decrease in taxes because of the decrease in revaluation levels.

Mr. Hart asked Ms. van Zelm to add a budget update, with handouts, to the agenda for the May Board meeting.

6. Report from Committees

The Board moved the Nominating Committee report up in the meeting as there was a required action item by the Board.

Nominating Committee

Mr. Lodewick reported that the Nominating Committee met prior to the Board meeting and made the following suggested changes to the draft Bylaws change with respect to Directors Emeritus – a Board member must have served 6 years (two full terms) to be eligible for consideration; an Emeritus Board member cannot chair a Partnership committee; and an Emeritus Board member would not be able to participate in an Executive Session unless invited by the Chair of the Board or Partnership committee. Bill Simpson made a motion to recommend the following Bylaws change to the Partnership membership for ratification:

The Board of Directors shall have the authority to appoint and designate any incumbent, deceased or former Director, nominated by the Nominating Committee, who has made an exceptional contribution to the progress and welfare of the Partnership, and has served with distinction and devotion as a Director for six (6) years or more, as Director Emeritus. The term of office for a Director Emeritus shall begin at the termination of any incumbency, and shall be in perpetuity unless such Director Emeritus shall resign or be removed in the same manner as resignation or removal of a Director pursuant to the Bylaws.

A Director Emeritus shall not be entitled to vote with the Board of Directors, but shall otherwise receive all notices and communications directed to the full Board of Directors, shall be entitled to attend meetings and participate fully in any discussions at such meetings. A Director Emeritus may be appointed to any Standing Committee or other committee established by the Board of Directors as a regular committee member, under all of the terms and conditions established by the Bylaws for such committees, with full voting rights therein, but may not act as chairperson of such committee. A Director Emeritus may not participate in Board or committee Executive Sessions, unless the Director Emeritus is invited to such Session by the Chair of the Board or such committee.

Mr. Bacon seconded the motion. The motion was approved.

Mr. Lodewick said the current equity investors/property owners in Storrs Center are not interested in serving on the Board at this time, partially because of the Partnership's potential

involvement in economic development in other parts of Mansfield. Mr. Lodewick said further discussion needs to be held with the Board to review the Partnership's mission.

7. Review of Nash-Zimmer Transportation Center Management Proposal

Tom Callahan reviewed the proposal for the Partnership will take over the management of the Transportation Center from the Town. Previously the Finance and Administration Committee had been concerned about the Partnership taking on this role when it was focused on its mission of planning and developing the last phases of Storrs Center. Circumstances are different today and the Finance Committee is recommending that the Partnership take on management of the Transportation Center.

5:30 pm Tom Callahan, Steve Rogers, and Sarah Delia departed.

Mr. Hart said the proposal will allow for almost a third full-time position with 20 hours functioning as the Transportation Coordinator and 10 hours as administrative work with the Partnership office. The Town would fund the 20 hours as it is currently doing through a UConn graduate student position at the Town. Ms. van Zelm said the benefits of the Partnership taking on this management role includes the fact that the Partnership is taking on an overall management role in Storrs Center, and with its office now in the Center, it can be more proactive in addressing issues as they occur at the Center. The Board was supportive of the Partnership taking on the management of the Transportation Center. The next steps will be to review the proposal with the Town Council.

8. Four Corners Sewer and Water Study Advisory Committee Update

Mr. Hart reported that the State determined that an Environmental Impact Evaluation needs to be done for the sewer project. This will likely extend the construction schedule.

Mr. Hart left the meeting.

9. Report from Committees continued

Executive Committee

Ms. van Zelm left the room. The Board discussed next steps for Ms. van Zelm's compensation review.

Ms. van Zelm returned to the meeting.

Business Development and Retention

Ms. van Zelm reported that Suzy Staubach with the UConn Co-op Bookstore at Storrs Center gave an overview of her experience in Storrs Center at the last Committee meeting.

Membership Development

George Jones reported that 170 memberships had been received thus far from the renewal campaign with \$8,425 received.

Planning and Design

Steve Bacon said he opened the last Planning and Design Committee meeting but did not stay since he had recused himself from any discussion on Main Street Homes. The Committee discussed the proposed zoning permit application for Main Street Homes as proposed by Main Street Homes-Storrs, LLC (an affiliate of master developer LeylandAlliance).

10. Adjourn

The meeting adjourned at 5:45 pm.

Minutes taken by Cynthia van Zelm and Sarah Delia.